



## MINUTES OF COMMISSION MEETING

Thursday, March 1, 2001

**Members Present:** Dave Jones, Karol Merten, Jan Irvin, Betsy Elam, Patsy Jiminez, Cheryl Smith, Jim Chapman, Yvonne O'Neill, Bobby Malone  
**Members Absent:** None  
**Staff to the Commission:** Laura Roberts  
**Visitors Present:** Tom Keeffer, Emily Pangborn, Janet Lasick, Mark Solomon, Mary O'Reilly, Pam Tupper

1. **Call to Order:** The meeting was called to order by Cheryl Smith at 1:35 p.m. at the Barry Creek Meeting Center, 1345 Paul Bunyan Road, Susanville, California.
2. **Introductions:** All members of the Commission and visitors introduced themselves.
3. **Approval of Minutes:** The minutes of the previous meeting were presented. Betsy Elam moved that the minutes be approved as submitted, Dave Jones seconded the motion, and the commission unanimously adopted the minutes as submitted.
4. **Fiscal Report:** The fiscal report was presented, showing a balance in the account of \$726,795.51 as of February 28, 2001.
5. **Review and Award of Mini Grants:** Mini grant applications were received from Heather Del Carlo, Susanville Preschool, and Susanville Library District. The grants were submitted for review to Commission members prior to this meeting. The Del Carlo grant application for \$8,583.95 was discussed further. A question was raised whether the commission should fund equipment for preschools and day care facilities. After discussion, it was concluded that an investment in equipment such as proposed in the Del Carlo Grant is needed in order to improve the quality of preschool opportunities for children. Betsy Elam moved that the grant be awarded as submitted with an additional provision that the equipment be given back to the Commission if the preschool ceases to operate within two years. Dave Jones seconded the motion, and the Commission voted unanimously to approve the request for funding.

The Susanville Preschool Grant application for \$10,000 was considered next. Jan Irvin moved that the grant be funded. Karol Merten seconded the motion. Discussion ensued wherein the Commission wanted to be assured that the funds were spent on books and computer programs for the preschool age group. It was also suggested that all items be inventoried. A question was raised about whether the grant would be supplanting an existing salary of the person working on the grant if awarded. Jan Irvin explained that this would not be the case. Questions were also raised about accessibility. It was explained that anyone can use the library, whether they are Susanville City residents or not. Bobby Malone called for a vote. The Commission approved the application for funding with a majority vote. Jim Chapman abstained.

The Susanville Library District Grant application for \$10,000 was next considered. Cheryl Smith and Betsy Elam abstained from discussion and voting. During discussion of the application, it was suggested that there be more detail provided concerning the program and evaluation. Laura Roberts stated that each mini grant that is approved by the Commission is reviewed by an evaluator. The terms of evaluation are incorporated into the Memorandum of Understanding. Based upon that, Bobby Malone moved that the grant be approved, Dave Jones seconded the motion, and the application was approved. Elam and Smith abstained from voting.

6. **Update on Full Grant RFA Status:** Laura Roberts reported that seven letters of intent have been received indicating an interest in applying for full grants. The amount of funds available in this program is \$300,000 and the letters of intent indicate potential funding requests totaling \$676,995. Applications are due to the Commission office by 4:30 p.m. on March 23, 2001. There will be a five member review team, two out-of-county people and three in-county people will review and score the applications.

7. **Statewide Conference Report– School Readiness:** Those attending the Statewide Conference were Jan Irvin, Laura Roberts, and Yvonne O'Neill. Tom Keeffer also attended the conference. Jan Irvin reported on the school readiness focus of the conference, shared handouts and photos. Yvonne commended on the “togetherness” of the State Commission, its goals and long term visions, and their collaboration on school readiness.
8. **Children’s Oral Health Project Update:** The Oral Health Summit report was given at the Statewide Conference by Laura Roberts and Francisco Ramos-Gomez. Gloria Wyeth presented the formal report and request for funding to the State Commission in February. The Commission is suppose to vote on the request for additional funding at their March meeting.
9. **Open Comment:** Laura Roberts indicated that several inquiries for minigrant funding were coming in around the topic of improving home based day care structures, i.e., roofs on houses, modifications inside, etc. Commissioners stated that improvements to personal residences was not an appropriate expenditure of Prop 10 funds. These type of requests should be routed to Bobby Malone at Child Care Resource and Referral. They may have other resources.

Tom Keeffer stated that the FAS conference will be held on April 20 and 21 at Lassen College. He also reported that on June 2, 2001 the County Health Fair will be held from 8 a.m. until noon.

PamTupper reported on the Dental Health Foundation Oral Health Council work that is going on in Shasta County.

Jim Chapman stated that we need to begin thinking about revising our strategic plan. A calendar of focus groups should be developed for meetings around the county to review the plan. It was suggested that the Commission collaborate with existing groups such as the Charter School Group in Doyle. Laura will develop a plan revision strategy for discussion at our April meeting.

We need to get a news release out about the grants that are being awarded.

10. **Set Next Meeting Date, Time, and Tentative Agenda:** The next meeting of the Commission is scheduled to be held on April 5, 2001 at 1:30 p.m. in the Barry Creek Meeting Center at 1345 Paul Bunyan Road, Suite B, Susanville, California. Tentative agenda items are review of mini grants, full grant updates, fiscal report, children’s oral health project update, approval of minutes, plan revision strategy, report on Calaveras Children’s Dental Project, contract with Diversified Management, updates, and open comment.
11. **Adjournment:** The meeting was adjourned at 3:15 p.m.

Respectfully Submitted,

Laura J. Roberts  
Executive Director